

Berwyn Park District  
Monthly Board Meeting  
Proksa Park Activity Center  
3001 Wisconsin Ave. Berwyn, IL  
April 18, 2023 at 6:00pm

Agenda

- I. Call to Order – Roll Call of Commissioners (action)
- II. Pledge of Allegiance
- III. Adoption of Agenda (action)
- IV. Acceptance of Minutes (action)
  - a. March 20, 2023 Regular Board Meeting
- V. Public Comments
- VI. Correspondence
- VII. Treasurer’s Report
  - a. Monthly Financial Statements
  - b. Approval of April 2023 Payables
  - c. Schedule of Investments
- VIII. Agency Report
- IX. West Suburban Special Recreation Association (WSSRA)
- X. Unfinished Business
  - a. DCEO Grant
  - b. CDS Technologies
- XI. New Business
  - a. 2023 Budget Ordinance
- XII. Commissioners Comments
- XIII. Adjournment (action)

The next regular scheduled meeting of the Board of Commissioners is May 16, 2023, at 6:00pm at Proksa Park Activity Center.

The next Committee meeting of the Board of Commissioners is May 2, 2023, at 4:30pm at Freedom Park Administration Building.

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact Director Fallon at 708-788-1701, at least 48 hours prior to the meeting.



**BOARD OF COMMISSIONERS**

Brian Brock, President  
Zachary Taylor, Treasurer  
Gretchen Kostelny, Commissioner

Ana Espinoza, Vice President  
Mario Manfredini, Secretary

Minutes of Monthly Board Meeting  
Berwyn Park District  
March 21<sup>st</sup>, 2023  
Proksa Park Activity Center

The regular monthly meeting of the Berwyn Park District Board of Commissioners was called to order at 6:01pm by President Brian Brock.

Commissioners in attendance: President Brian Brock, Ana Espinoza, and Gretchen Kostelny.  
Mario Manfredini via phone.

Zachary Taylor arrived at 6:13pm.

Staff in attendance: Cathy Fallon (Executive Director), and Cindy Hayes (Superintendent of Finance and HR).

A motion was made by Brock, seconded by Espinoza to allow Manfredini to attend via phone. Motion unanimously approved.

**Agenda:** A motion made by Espinoza, seconded by Kostelny to approve the agenda. Motion unanimously carried.

**Minutes:** A motion made by Kostelny, seconded by Espinoza to approve the closed session minutes of the January 30<sup>th</sup>, 2023, Executive Session Meeting. Motion approved by Brock, Espinoza and Kostelny. Manfredini abstained. Motion carried. A motion made by Kostelny seconded by Brock to approve the minutes from February 21<sup>st</sup>, 2023. Motion unanimously approved.

A motion made by Manfredini seconded by Brock to approve the executive session minutes from January 23<sup>rd</sup>, 2023. Motion unanimously approved.

**Public Comments:** Mary P. wanted to meet Executive Director Fallon. She introduced herself as part of the Berwyn Tree Canopy Initiative. She also wanted to know if the district was doing anything for Arbor Day.

**Correspondence:** no correspondence

**Treasurer's Report:** The monthly financial report given by Hayes. The total investments as of February 28, 2023, is \$1,138,662.57. A motion was made by Kostelny, seconded by Espinoza to approve March's payables \$62,324.39 and February's payroll \$ 47,673.95 for a total of \$109,998.34. Roll call: Brock-Aye, Espinoza-Aye, Kostelny-Aye, Manfredini- Aye, and Taylor- absent. Motion carried.

**Interim Director's Report:**

We have several new employees that have joined the Berwyn Park District.

Adriana Wells started March 6<sup>th</sup> Customer Service Representative.

Cathy Fallon started March 13<sup>th</sup> -Executive Director

Kimberly Hedrich starts March 21<sup>st</sup>-Horticulturist.

Nina Almanza has returned to the park district as our preschool aide.

We currently have 2 Maintenance Worker positions open.

The final portion of the audit is underway this week. Board members need to email their fraud risk assessment surveys back to Sikich.

Employees and board members should have received an email from the county to file your Statement of Economic Interests. This needs to be completed by May 1<sup>st</sup>, 2023.

There will be an Easter Egg Hunt at Proksa Park on Saturday, April 8<sup>th</sup> at 11am.

Registration is currently going on for Spring Soccer. March 31<sup>st</sup> is the last day to sign up. Soccer will start April 19<sup>th</sup>.

The outdoor sink was replaced at the Freedom Admin Building outdoor bathroom.

The 5- year Internal Obstruction Test will be performed in the Sunshine Maintenance building and the Proksa Park Activity Center. The schedule of this will take place in the next two weeks.

The recreation bus was inspected and passed.

The boiler at the Freedom Admin Building was inspected and passed.

We are awaiting drawings and recommendations from the structural engineer for the Liberty Cultural Center.

### **Executive Director's Report:**

Attended the Legislative Breakfast at Forest Park and met the speaker of the house as well as Yusuf Vidal from Representative Rashid's office.

We had a marketing meeting to discuss goals and improvements to be made.

I have meetings set for the week of 3/20 with the Park District of Oak Park as well as the PAV YMCA. At these meetings I hope to pave the ground for cooperative programming as well as increase community relations. Additionally, I have meetings with the new IT company so I can get up to speed on the Cybersecurity initiative underway as well as learn more about our set up and systems. Finally, I will be meeting with Marianne from WSSRA to learn more about the organization. On Monday March 20th we will have our first Team Meeting.

Parks and Facilities:

A Horticulturalist has been hired and will begin on Tuesday, March 21<sup>st</sup>

Quotes have been received for the Drinking Fountains and Lead Service Line: Received quotes from Stunning Plumbing Service, Berwyn Western, and previously Greg Hannah Plumbing.

Awaiting quotes from Del Fiacco Plumbing and Reeg Plumbing.

Boilers and Sprinklers have been inspected. The sprinklers will need an Internal Obstruction Test. That test was last performed in 2016.

Recreation:

The Spring Egg Hunt is April 8, 2023, at 11am.

We have a NEW Zumba program beginning Wednesdays this Spring.

So far for spring soccer we have registered 25 kids and we anticipate having over 150 for spring youth soccer.

We're working with Adrianna to make sure that our communications to the community are also being delivered in Spanish.

The Recreation Team participated in Inclusion Training hosted by Christopher Sturm, Inclusion Manager, WSSRA

**West Suburban Special Recreation Association (WSSRA):** Minutes from the January 10, 2023, meeting was included in the packet. WSSRA's Annual Derby Gala is May 6<sup>th</sup>. A flyer was included in the packet.

**Unfinished Business:** DCEO grant -no update.

CDS Technology update-

Meeting Dates: April 4<sup>th</sup>, 2023-Committee meeting at the Freedom Admin Building at 4:30pm. April 4<sup>th</sup>, 2023-Budget Hearing at the Freedom Admin Building at 6pm. April 18<sup>th</sup>, 2023-Regular Board Meeting at Proksa Park Activity Center at 6:00pm.

**Adjournment:** A motion was made by Manfredini, seconded by Espinoza to adjourn at 7:00pm. Motion unanimously carried.

Attested to by:

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President: Brian Brock

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Recording Secretary: Cynthia Hayes



## Treasurer's Report April 2023

### **April 2023 Payables:**

\$ 127,904.68

### **Payroll/Payroll Liabilities:**

3/3/2023	\$28,016.30
3/17/2023	\$27,344.49
3/31/2023	<u>\$34,874.36</u>
<b>total:</b>	\$90,235.15

I motion to approve the April 2023 payables in the amount of \$127,904.68 and March 2023 Payroll in the amount of \$90,235.15 for a total of \$218,139.83.

FROM 03/28/2023 TO 04/30/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
ACEHARD	Berwyn Ace Hardware							
	38334/1	01 painting supplies	10020053665	04/05/23	04/11/23	24605	39.76	39.76
								39.76
								VENDOR TOTAL: 39.76
ADT	ADT Security Services							
	143324085	01 Freedom ADT alarms (2021)	10020052640	04/05/23	04/11/23	24606	61.45	76.22
								76.22
	143777941	01 Freedom ADT alarms (2022)	10020052640	04/05/23	04/11/23	24606	61.45	76.22
								76.22
	143965625	01 Freedom ADT alarms (2022)	10020052640	04/05/23	04/11/23	24606	61.45	-90.99
								-90.99
								VENDOR TOTAL: 61.45
AUTOZONE	Auto Zone							
	5242217065	01 New battery	10020053655	03/28/23	03/28/23	24593	191.38	191.38
								191.38
								VENDOR TOTAL: 191.38
BER-WATE	City of Berwyn							
	400486-04/2023	01 Liberty - water	20020052639	04/05/23	04/11/23	24607	89.21	36.29
								36.29
	411886-04/2023	01 Freedom- water	10020052639	04/05/23	04/11/23	24607	89.21	32.07
								32.07
	413740-04/2023	01 Proksa- water	20020052639	04/05/23	04/11/23	24607	89.21	20.85
								20.85
								VENDOR TOTAL: 89.21
BUDDYBR	BUDDY BEAR							
	112	01 10 Lite washes	10020053650	04/07/23	04/11/23	24608	40.00	40.00
								40.00
								VENDOR TOTAL: 40.00
C.BERWYN	City of Berwyn							
	2023-00000008-GAS	01 unlead and diesel fuel	10020055765	03/28/23	03/28/23	24594	935.17	935.17
								935.17
								VENDOR TOTAL: 935.17

FROM 03/28/2023 TO 04/30/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
CDS		CDS Office Technologies						935.17
	INV152305			04/10/23	04/11/23	24609	2,417.00	2,417.00
		01 IT fees	10010051585					1,208.50
		02 IT fees	20010051585					1,208.50
COM		COMCAST CABLE						2,417.00
		April 23 - FP		03/28/23	03/28/23	24595	217.54	217.54
		01 Freedom - Cable and Internet	10010052641					217.54
COMCAST		COMCAST BUSINESS						217.54
	169562263			04/05/23	04/11/23	24610	900.43	900.43
		01 admin phones	10010052641					450.21
		02 rec phones	20010052641					450.22
COMED		Com. Ed.						900.43
		April 23 -LL		03/28/23	03/28/23	24596	1,508.45	23.60
		01 Liberty Lot Electric	20020052638					23.60
		May 23 - PP		03/28/23	03/28/23	24596	1,508.45	430.64
		01 Proksa Park Electric	20020052638					430.64
		May 23 - SP		03/28/23	03/28/23	24596	1,508.45	413.11
		01 Sunshine Electric	10020052638					413.11
		May 23 - SZ		03/23/23	03/28/23	24596	1,508.45	74.48
		01 Smirz Electric	20020052638					74.48
		May 23- LC		03/28/23	03/28/23	24596	1,508.45	566.62
		01 Liberty Center Electric	20020052638					566.62
COSTCO		Citi Cards						1,508.45
		April 2023		04/10/23	04/11/23	24611	113.61	113.61
		01 salad and cookies for luncheon	10010055799					56.80
		02	20010055799					56.81

FROM 03/28/2023 TO 04/30/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CPR	CPR								113.61
	142362004	01 Proksa ADT alarms (2021)	20020052640	04/05/23		24612	04/11/23	161.24	61.71 61.71
	142875915	01 Proksa ADT alarms (2021)	20020052640	04/05/23		24612	04/11/23	161.24	61.71 61.71
	143363923	01 Proksa ADT alarms (2022)	20020052640	04/05/23		24612	04/11/23	161.24	61.71 61.71
	143580070	01 Proksa ADT alarms (2022)	20020052640	04/05/23		24612	04/11/23	161.24	-23.89 -23.89
DEECE	Deece Auto							VENDOR TOTAL:	161.24
	48495	01 oil change on ford explorer	10020053650	04/07/23		24613	04/11/23	60.00	60.00 60.00
FITZ	Fitzgerald Lighting							VENDOR TOTAL:	60.00
	36822	01 installation of new skylogix	10020053660	04/05/23		24614	04/11/23	669.50	669.50 669.50
Green-Up	Green-Up Landscape							VENDOR TOTAL:	669.50
	143163	01 Sunshine Playground	41000056830	03/23/23		24597	03/28/23	31,976.00	31,976.00 31,976.00
Groot	GROOT INDUSTRIES, INC.							VENDOR TOTAL:	31,976.00
	10400952T098	01 Sunshine - Garbage	10020052630	04/05/23		24615	04/11/23	1,268.79	895.24 895.24
	10401611T098	01 Freedom - Garbage	10020052630	04/05/23		24615	04/11/23	1,268.79	373.55 373.55
Harris	Harris Computer Systems							VENDOR TOTAL:	1,268.79
	MSIMN0000533	01 MSI hosted	10010052610	03/23/23		24598	03/28/23	14,589.08	14,589.08 14,589.08





FROM 03/28/2023 TO 04/30/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	0323066H	02 PDRMA Health Program	20010050510	03/28/23		24600	03/28/23	13,600.43	13,600.43 6,800.21
								VENDOR TOTAL:	13,600.43
		PFM Fina PFM Financial Services							
		Gayon - April 23		04/11/23		24621	04/11/23	4,618.60	3,311.76 19.99 31.98 50.00 200.00 475.96 1,410.00 149.85 100.00 295.50 531.00 9.99 8.75 28.74
								VENDOR TOTAL:	4,618.60
		Hayes - April 23		04/11/23		24621	04/11/23	4,618.60	899.77 131.11 129.19 53.19 25.69 163.49 163.50 8.49 225.11
								VENDOR TOTAL:	4,618.60
		Roberts - April 23		04/11/23		24621	04/11/23	4,618.60	407.07 447.73 -43.46 2.80
								VENDOR TOTAL:	4,618.60
		PRODFARK Productive Parks							
	INV-1339	01 annual software license	10010052610	04/05/23		24622	04/11/23	2,804.00	2,804.00 2,804.00
								VENDOR TOTAL:	2,804.00
		R0003593 Berwyn City FC, NEP							
	85830	01 refund on field rental	20090041411	04/10/23		24623	04/11/23	105.00	105.00 105.00

FROM 03/28/2023 TO 04/30/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
RELIABLE		RELIABLE FIRE & SECURITY						105.00
	82451	01 Proksa sprinkler inspection	20020053665	04/05/23	24624	04/11/23	3,116.88	1,558.44
								1,558.44
	82453	01 Sunshine sprinkler inspection	10020053665	04/05/23	24624	04/11/23	3,116.88	1,558.44
								1,558.44
RJTHOMAS		RJ THOMAS Mfg. Co. Inc.						3,116.88
	255374	01 Bench Memorial	42000056811	03/28/23	24601	03/28/23	1,340.00	1,340.00
								1,340.00
RUSSOACE		Russo Power Equipment Inc.						1,340.00
	SPI20125156	01 new tools for horticulturist	10020055800	03/28/23	24602	03/28/23	570.14	570.14
								570.14
SPRINT		SPRINT WIRELESS						570.14
	215810737-118	01 cell phones	10010052644	04/10/23	24625	04/11/23	142.23	142.23
		02 hot spot	20010052644					102.23
								40.00
Superior		Superior Awards						142.23
	32927	01 2 memorial plaques (Faiikus)	42000056810	03/28/23	24603	03/28/23	90.00	90.00
								90.00
TKO		TIGHE, KRESS & ORR						90.00
	84498	01 year end accounting/audit prep	24000051560	04/11/23	24626	04/11/23	7,500.00	7,500.00
								7,500.00
WSSRA		West Suburban Special						7,500.00
	Qtr 2 - 2023							35,890.00
		01 2nd Qtr 2023 Share Payment	26000052645	03/23/23	24604	03/28/23	35,890.00	35,890.00
								35,890.00

VENDOR TOTAL:

VENDOR TOTAL:

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VENDOR TOTAL:

VENDOR TOTAL:

DATE: 04/12/2023  
TIME: 15:33:26  
ID: AP450000

BERWYN PARK DISTRICT  
PAID INVOICE LISTING

PAGE: 7

FROM 03/28/2023 TO 04/30/2023

VENDOR # INVOICE # ITEM DESCRIPTION ACCOUNT NUMBER INV. DATE P. O. NUM CHECK # CHK DATE CHECK AMT INVOICE AMT/  
ITEM AMT

TOTAL --- ALL INVOICES: 35,890.00  
127,904.68

**Schedule of Investments Berwyn Park District  
March 31, 2023**

Description	Yield	Rating	Date Invested	Maturity Date	Maturity Value
IPTIP-MM	4.696%	N/A	01/29/16	open	\$44,078.76
Republic Bank MM	2.970%	LOC	08/05/21	open	\$487,856.74
ISC Account	4.776%	N/A	open	open	\$122,809.14
BMO Harris CD	1.468%	FDIC	08/14/22	08/14/23	\$145,156.01
Western Alliance Bank, CA	4.421%	FDIC	01/18/23	04/18/23	\$200,000.00
High Plains Bank, OK	4.647%	FDIC	01/18/23	07/18/23	\$100,000.00
Financial Federal Bank, TN	4.800%	FDIC	01/18/23	01/18/24	\$200,000.00
<b>Total Investments:</b>					<b>\$1,299,900.65</b>
				Interest Earned 3/1/23 to 3/31/23	\$1,473.23
				Interest Earned 1/1/23 to 12/31/23	\$5,462.24



To: The Board of Commissioners  
From: Cathy Fallon, Executive Director  
RE: Agency Report  
Date: April 18, 2023

- Updated Treasurer's Report: Included is an updated draft presentation of the Park District's bank information. This tool can also be used to move the bank reconciliation process to an in-house option. Additionally, I would like to propose a modification in how the tax dollars come into our accounts and how many transfers out. I suggest the tax revenue goes into our Money Market Account, this is an interest-bearing account and will hold the largest amount of our operating funds. Then on a quarterly basis we transfer funds to all our operating accounts. In this method we have fewer transfers of our money and a cleaner look at what accounts have what money.
- John and I had a meeting with Novotny and a structural engineer about repairs at Liberty Center. At this time there are a few different options that need to be discussed about how to proceed. The first would be more of a short-term fix and be more of a temporary solution. The second would be the more comprehensive approach, which would be to inspect the whole structure of the building. The temporary solution could turn into a snowball of one project after another with no plan.
- Recreation hosted a successful Egg Hunt. There were 5200 eggs spread into the field. Lots of happy faces and a friendly bunny!
- We have over 170 participants signed up for soccer. The staff has been working to get teams and uniforms assembled.
- We have a new employee for the Parks Department, he begins on Monday the 17<sup>th</sup>. His name is Favian.
- I went to the non-for-profit round table at the BDC.
- I had a meeting with a Landscape Architecture Firm to begin the discussion of which companies to present to the Board.

Berwyn Park District Treasurer Report

<b>Republic Bank Operating Account</b>	
<b>Beginning Balance</b>	<b>\$307,643</b>
<b><u>Deposits</u></b>	
10-00-00-40-400 Corp: Taxes	390,568.64
10-00-00-40-405 Corp: Replacement Taxes	-
10-00-00-43-455 Corp: Cook County Voting Use	-
10-00-00-45-470 Corp: Fines and Fees	-
10-00-00-45-471 Corp: Picnic Permits	-
10-00-00-46-480 Corp: Donations	-
10-00-00-48-491 Corp: Interest Income	-
10-00-00-49-492 Corp: Miscellaneous Income	40.00
10-00-00-49-493 Corp: Recycling/Salvage	-
10-00-00-49-647 Corp: Cell Tower Lease	5,811.49
20-00-00-40-400 Rec: Taxes	-
20-00-00-41-474 Rec: Brochure Ad Fees	-
20-00-00-43-455 Rec: Cook County Voting Use	-
20-00-00-45-470 Rec: Dog Park Permits	175.00
20-00-00-46-480 Rec: Donations	-
20-00-00-47-490 Rec: Transfer from Other Funds	-
20-00-00-48-491 Rec: Interest Income	-
20-00-00-49-492 Rec: Miscellaneous Income	-
20-00-00-49-647 Rec: Cell Tower Lease	3,151.27
20-03-00-41-410 Rec: Program Fees	-
20-04-00-41-410 Rec: ECRLP	-
20-04-00-41-412 Rec: Tuition	2,700.00
20-04-00-41-413 Rec: ECRLP Mini Programs	-
20-09-00-41-410 Rec: Adult Sports Fee	-
20-09-00-41-421 Rec: Youth Sports Fee	1,225.00
20-09-00-46-489 Rec: Sponsor-Soccer	-
20-10-00-41-419 Rec: Spring Events	-
20-10-00-46-476 Rec: Brew Fest	-
20-10-00-46-477 Rec: Community Events	-
20-10-00-46-481 Rec: Safely Spooky	-
20-10-00-46-482 Rec: Summer Events	-
20-10-00-46-483 Rec: Concert Donations	-
20-10-00-46-485 Rec: Back to School	-
20-10-00-46-486 Rec: Easter Egg Hunt	-
20-10-00-46-487 Rec: Fall Events	-
20-12-00-41-421 Rec: Senior Activity Fees	-
20-12-00-41-609 Rec: Senior Social Events	-
20-13-00-43-450 Rec: Proksa Activity Center Rentals	2,906.00
20-13-00-43-451 Rec: Liberty Center Rentals	450.00
20-13-00-43-453 Rec: Facility Deposits	1,530.00
20-13-00-43-455 Rec: Athletic Use Permits	-
20-15-00-41-410 Rec: Program Fees Adults	60.00
20-16-00-41-410 Rec: Program Fees	-
20-16-00-41-415 Rec: Program Fees Teens	-
<b><u>Credit Card (P-Card) Bill</u></b>	
BMO Harris Mastercard	(\$4,234.38)
<b><u>Bond and Interest Payment</u></b>	
Bond Principal	\$0
Bond Interest	-
<b>Bank Fees</b>	<b>(\$160.40)</b>
<b>Outstanding Checks Cleared/ACH</b>	<b>(\$71,405.02)</b>
<b>Transfer to other accounts</b>	<b>(\$250,000.00)</b>
<b>Ending Balance</b>	<b>\$390,461</b>

Berwyn Park District Treasurer Report

<b>BMO Harris Credit Card Account</b>	
<b>Beginning Balance</b>	<b>\$180,004.30</b>
<b><u>Deposits</u></b>	
GL's 10-00-00-40-400 10-00-00-40-405 10-00-00-43-455 10-00-00-45-470 10-00-00-45-471 10-00-00-46-480 10-00-00-48-491 10-00-00-49-492 10-00-00-49-493 10-00-00-49-647	Corp: Taxes Corp: Replacement Taxes Corp: Cook County Voting Use Corp: Fines and Fees Corp: Picnic Permits Corp: Donations Corp: Interest Income Corp: Miscellaneous Income Corp: Recycling/Salvage Corp: Cell Tower Lease
	\$1,253
20-00-00-40-400 20-00-00-41-474 20-00-00-43-455 20-00-00-45-470 20-00-00-46-480 20-00-00-47-490 20-00-00-48-491 20-00-00-49-492 20-00-00-49-647 20-03-00-41-410 20-04-00-41-410 20-04-00-41-412 20-04-00-41-413 20-09-00-41-410 20-09-00-41-421 20-09-00-46-489 20-10-00-41-419 20-10-00-46-476 20-10-00-46-477 20-10-00-46-481 20-10-00-46-482 20-10-00-46-483 20-10-00-46-485 20-10-00-46-486 20-10-00-46-487 20-12-00-41-421 20-12-00-41-609 20-13-00-43-450 20-13-00-43-451 20-13-00-43-455 20-15-00-41-410 20-16-00-41-410 20-16-00-41-415	Rec: Taxes Rec: Brochure Ad Fees Rec: Cook County Voting Use Rec: Dog Park Permits Rec: Donations Rec: Transfer from Other Funds Rec: Interest Income Rec: Miscellaneous Income Rec: Cell Tower Lease Rec: Program Fees Rec: ECRLP Rec: Tuition Rec: ECRLP Mini Programs Rec: Adult Sports Fee Rec: Youth Sports Fee Rec: Sponsor-Soccer Rec: Spring Events Rec: Brew Fest Rec: Community Events Rec: Safely Spooky Rec: Summer Events Rec: Concert Donations Rec: Back to School Rec: Easter Egg Hunt Rec: Fall Events Rec: Senior Activity Fees Rec: Senior Social Events Rec: Proksa Activity Center Rentals Rec: Liberty Center Rentals Rec: Athletic Use Permits Rec: Program Fees Adults Rec: Program Fees Rec: Program Fees Teens
	\$1,563.00
	\$38.00
	\$29.00
<b>Bank Fees</b>	<b>(-\$244.31)</b>
<b>Transfer to other accounts</b>	
<b>Ending Balance</b>	<b>182,887.30</b>



Berwyn Park District Treasurer Report

<b><u>Republic Bank Money Market Account</u></b>	
<b>Beginning Balance</b>	\$327,290
<b>Interest</b>	\$802
<b>Transfer in</b>	\$250,000
<b>Transfer to other accounts</b>	(\$90,235.15)
<b>Ending Balance</b>	\$487,857

<b><u>Republic Bank Payroll Account</u></b>	
<b>Beginning Balance</b>	\$8,183
<b>Transfer from Operating Account</b>	90,506.08
<b><i>Payroll/Employee Compensation</i></b>	(\$56,373.17)
<b><u>Payroll Liabilities</u></b>	
Federal, State and FICA Exp	(\$21,286.23)
<b><u>IMRF Payments</u></b>	
Employee Contributions	
Employer Contributions	(\$6,195.61)
<b>Ending Balance</b>	\$14,834

<b><u>Republic Bank Petty Cash Account</u></b>	
<b>Beginning Balance</b>	\$4,973
<b>Transfer from Operating Account</b>	0.00
<b><i>Checks Cleared</i></b>	(\$160)
<b>Ending Balance</b>	\$4,813



### Program Updates

- **Spring Programs** Staff are preparing for our spring season; programs begin on April 3-May13. Overall registration is good, we are working to accommodate waitlists. We added a third gymnastics class to accommodate more participants. WSSRA had six athletes scheduled to compete in the Special Olympics Regional Powerlifting Tournament on March 25-26 at Marmion Academy in Aurora. The first day of the tournament was cancelled due weather conditions, the three athletes scheduled to compete were put into a lottery to see if they will be advancing to the state games in June. From the group that competed on March 26, one athlete received a gold medal and will be advancing to the state games.
- **Day Camp** Day Camp Registration is currently underway. We currently have 95 participants registered for Summer Day Camp and Community Cruisers. Note this is a soft closing, we currently have a waitlist and as staff are hired, we will continue to add.  
**Day Camp orientation** Last summer WSSRA dealt with an unprecedented number of challenging behaviors in Day Camp. We feel additional staff training and support is necessary to ensure the high-quality experience our families have come to expect from WSSRA. We applied for a grant through the Oak Park Community Mental Health Board to seek additional support, and we are pleased to announce we received funding to hire a Behavioral Specialists and Occupational Therapist to assist with ongoing training during Summer Day Camp. Training will focus on teaching staff ways to prevent negative behaviors before they start, teaching techniques on how to understand when a camper is becoming overstimulated, and train with concrete methods to redirect negative behavior.
- **Hiring Updates** WSSRA is working hard to recruit additional seasonal part-time staff. Staff have attended several hiring events at local high schools. Our Staff Manager also collaborated with Goodwill in North Riverside and set up a table to promote job and volunteer opportunities through their Workforce Connections Program. If you know anyone aged 15 or older that might be interested in joining our team, please have them apply at [wssra.net](http://wssra.net).
- **Inclusion** requests are coming in for spring programs and we currently have 29 participants registered in 23 programs. Again, we appreciate your continued patience and support as we work through staffing challenges.
- **Special Events**  
**Flap Jack Bunny Hop** WSSRA hosted our annual pancake breakfast on Saturday, March 25 at the Carroll Center in Oak Park. We had a great turnout as families enjoyed a visit with the bunny, crafts, games, an egg hunt, along with enjoying the traditional pancake breakfast.  
**Sensory Sensitive Treats with the Bunny** The Park District of Oak Park and WSSRA are offering a sensory friendly spring event at the Cheney Mansion on April 1. Families will enjoy crafts, treats, and a visit with the bunny. We currently have all 50 spots full!

## Take Note

- **Transportation** WSSRA is preparing for the spring season and working on door-to-door routes for 15 programs for approximately 20 participants. We have posted the new Transportation Specialist position and currently have 3 applicants. WSSRA is hoping to get interviews started next weekend. We also have an interview this week for a part-time driver.
- **Hart, WSSRA's Superintendent of Business, Attends IAPD Financial Stability Workshop** and found it an extremely thought provoking 3-day workshop. She looks forward to sharing and translating some of the concepts into action plans for WSSRA.
- **On-line Banking** WSSRA has been in discussions with Byline Bank to put some extra fraud security options in place to add as part of our daily routines. We are also moving forward with adding Positive Pay to our system. We are also working on officially changing everything over from Lisa to Hart.
- **2023 In-person Legislative Breakfast Success** Nearly 40 persons including 4 Legislators attended the 2023 In-person Legislative Breakfast which was held on Friday, March 17, 2023. This event was co-sponsored by WSSRA and The Park District of Forest Park. A special thanks to all of the partners and staff who took time from their busy schedules to connect with legislators and Chief of staff who were present including, House Speaker Welch, Representative Lilly, Chief of staff Eileen Lynch from Senate President Harmon's office and Chief of staff Yusuf Vidal from Representative Abdelnasser Rashid's office. IAPD's Peter Murphy, Jason Anselment and Mitchell Remmert were all present sharing important Legislative updates on this year's most aggressive legislative platform. Note the IAPD platform is derived from the feedback received in the Legislative survey that was sent out last year. Your contributions do make a difference!
- **2023 Legislative Conference is being held in Springfield on May 2 – 3, 2023** Birko is spearheading an SRA Table at Park's Day at the Capitol on Tuesday May 2, 2023. Birko will also be attending the Legislative Conference on behalf of WSSRA and will be sending an invite to Legislators to join us for dinner on Tuesday evening May 2, 2023. Please let me know if you care to join us.
- **Derby Gala 2023** The WSSRA/WSSRF's Derby Gala 2023 planning is well underway. This year's event will be held at D'Agostino's in River Grove from 4:00 – 7:00pm. The venue offers both indoor & outdoor seating for all to enjoy. Solicitations and invites have gone out and we are counting on your support as a WSSRA partner through Cup Sponsorships, Ad and Auction donations and of course attendance the event is so important. Attached find the opportunities for giving. The event's auction will go LIVE from April 26 – May 6, 2023. We are specifically looking for auction donations such as Pool and Rink passes, birthday parties and any other program donations as well to contribute to the Foundations Auction. It is a great way to get visibility too! Thanks in advance for your support.
- **WSSRF Updates** The Foundation hosted the Family Bowl-a-thon on Saturday, March 18 and raised over \$7,000 in donations. It was a great return to a popular event that raised the most dollars ever. The Foundation is now focused on all things Derby Gala.
- **First Board Orientation Presentation** Birko will host the first of four WSSRA Board orientations to continue to inform new board members of agency protocols. It will be held via Zoom on Tuesday April 11 from 11:00 - Noon. The topic of discussion will be **WSSRA's program structure and staffing.**

Happy to answer any questions on the above updates. Feel free to e-mail or call me at 847.455.2100. Regards, Marianne



Raising funds for WSSRA

2915 Maple Street  
Franklin Park, IL 60131  
P 847.455.2100  
F 847.455.2157  
www.wssra.net

Serving the residents of:

Berwyn Park District  
Park District of Forest Park  
Park District of Franklin Park  
Norridge Park District  
North Berwyn Park District  
Park District of Oak Park  
River Forest Park District  
Veterans Park District  
Village of Elmwood Park  
Village of Harwood Heights  
Village of North Riverside  
Village of Riverside

## West Suburban Special Recreation Foundation

Dear Friend:

Since 1976, West Suburban Special Recreation Association; WSSRA along with our Foundation, WSSRF, have been committed to providing quality recreation services to individuals with disabilities. WSSRA enables children and adults to get out into the community, take part in life-enriching activities, and most importantly, make friends and have fun. WSSRF, our fundraising arm, works tirelessly to secure additional funds to support these most important programs. Each year, over 1400 individuals benefit from WSSRA programs and activities.

WSSRF needs your support to help us continue to make a difference in the lives of people with disabilities. WSSRA & WSSRF, together with legislators, mayors and village presidents of the near-west suburbs, will be holding the **22<sup>nd</sup> Annual Derby Gala on Saturday, May 6, 2023 from 4:00-7:00pm at D'Agostino's Pizza and Pub in River Grove.**

You can help by being an event sponsor, placing a tax-deductible ad in the Derby Gala Program Book or by contributing items for our Silent Auction. Your business will gain favorable exposure to a prominent group of people who are invested in the betterment of our community. Moreover, your support will help WSSRA continue our mission: **"Enriching the lives of individuals with disabilities."**

Financial contributions as well as donations of goods and services can be made online at [www.wssra.net](http://www.wssra.net).

Alternately, you may complete the attached pledge sheet and email it to [marianneb@wssra.net](mailto:marianneb@wssra.net) or mail it to WSSRA:  
2915 Maple Street, Franklin Park, IL 60131.

Please contact Marianne at 847.455.2100 with any questions.

WSSRF is an all-volunteer, 501c3 organization and 95% of all revenue directly supports special recreation programs and scholarships.

Thank you in advance for your consideration.

Sincerely,  
Karen Mullarkey-Kerrins, [WSSRF Co-Chair](#)  
Geri Estvanik, [WSSRF Co-Chair](#)  
Marianne Birko, [CTRS, CPRP, Executive Director](#)



# WSSRA & WSSRF



## Annual Derby Gala Sponsorship, Ad Book & Auction Form

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Gala Sponsorships: Please ✓ check one.

- Gold Cup      6 tickets + full page ad in virtual gala book      \$1200
- Silver Cup      4 tickets + 1/2 page ad in virtual gala book      \$900
- Bronze Cup      2 tickets + 1/4 page ad in virtual gala book      \$700

### Ad Size: Please ✓ check one.

- Full page      4 3/4"W x 7 3/4"L      \$700
- Half page      4 3/4"W x 3 3/4"L      \$450
- Quarter page      2 1/4"W x 3 3/4"L      \$300
- Honor Roll      company listed as a supporter      \$100

### Artwork: Please ✓ check one.

- We would like to include an advertisement. Camera ready artwork is included.
- Please design an ad for our company. Text is indicated below:


### Auction Donation (Deadline April 7, 2023): Please ✓ check one

<input type="checkbox"/>	Item Donation: Description	Value of Item Donated: \$
<input type="checkbox"/>	Service Donation: Description	Value of Service Donated: \$



**Ads, orders, artwork and checks must be received by April 21, 2023**  
**Return this completed form and make checks payable to:**  
**WSSRA 2915 Maple Street Franklin Park, IL 60131**

**Thank you! All donations will be acknowledged in writing.**  
 Call Marianne at 847.455.2100 or email [marianneb@wssra.net](mailto:marianneb@wssra.net)  
 if you need your donation picked up or have questions.





Berwyn Park District  
Cook County, Illinois

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DECLARATION OF 2023 BUDGET APPROPRIATIONS  
ORDINANCE O-23-01

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AN ORDINANCE OF THE BERWYN PARK DISTRICT, COOK  
COUNTY, ILLINOIS ESTABLISHING THE BUDGET AND  
APPROPRIATIONS FOR BERWYN PARK DISTRICT FROM  
JANUARY 1, 2023 THROUGH DECEMBER 31, 2023

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COMMISSIONERS

BRIAN BROCK  
ANA ESPINOZA  
GRETCHEN HAUSE-KOSTELNY  
MARIO MANFREDINI  
ZACHARY TAYLOR

Published by the Berwyn Park District as authorized by the Berwyn  
Park District Board of Commissioners on 4/18/2023

**ORDINANCE O-23-01**

**Berwyn Park District  
Cook County, Illinois**

**ANNUAL BUDGET AND APPROPRIATION ORDINANCE  
For the fiscal year beginning January 1, 2023 and ending December 31, 2023**

WHEREAS, there has been prepared in tentative form a budget and appropriation ordinance for the Berwyn Park District in the County of Cook, State of Illinois, and the tentative budget and appropriation ordinance has been made conveniently available for public inspection for at least thirty days prior to final action thereon; and

WHEREAS, a public hearing was held as to such budget and appropriation ordinance on April 4, 2023, and notice of said hearing was given prior thereto by publication in the Lawndale News, a newspaper published in this Park District, on March 16, 2023 and all other legal requirements has been complied with;

NOW THEREFORE, BE IT ORDAINED by the Board of Park Commissioners of the Berwyn Park District, County of Cook, State of Illinois, as follows:

Section 1: That the 2023 fiscal year of the Berwyn Park District is January 1, 2023 through December 31, 2023.

Section 2. A sum of money in the total amount of two million, seven hundred twelve thousand, two hundred eighty-two dollars (\$2,712,282.00), or as much thereof as may be authorized by law, be and the same is hereby budgeted and appropriated for the corporate purposes of the Berwyn Park District, as herein specified, for the fiscal year beginning January 1, 2023 and ending December 31, 2023.

Section 3: That the budgeted and appropriated amounts and estimate of receipts for the following funds for the said fiscal year and shall be in full force and effect from and after this date: the Special Audit Fund, Capital Development Fund, Corporate Fund, Debt Service Fund, Illinois Municipal Retirement Fund, Special Liability Insurance Fund, Liberty Cultural Center Capital Fund, Police Fund, Recreation Fund, Scholarship Fund, Social Security & Medicare Fund, Special Recreation for the Handicapped Tax Fund, and Working Cash Fund:

Section 4. The amounts budgeted for each purpose are as follows:



Section 5: The amounts appropriated for use of this Berwyn Park District for the said fiscal year are as follows:

<u>Fund</u>	<u>2023 Budget</u>
From the Special Audit Fund, a total of	\$ 37,000.00
From the Capital Development Fund, a total of	\$ 16,800.00
From the Capital Projects Fund, a total of	\$ 134,000.00
From the Corporate Fund, a total of	\$ 798,569.00
From the Debt Service Fund, a total of	\$ 272,050.00
From the Special Liability Insurance Fund, a total of	\$ 57,000.00
From the Illinois Municipal Retirement Fund, a total of	\$ 90,000.00
From the Police Fund, a total of	\$ 27,000.00
From the Recreation Fund, a total of	\$ 1,011,763.00
From the Scholarship Fund	\$ 17,100.00
From the Social Security & Medicare Fund, a total of	\$ 75,000.00
From the Special Recreation Program for the Handicapped Fund, a total of	\$ 155,000.00
From the Liberty Cultural Center Development Fund, a total of	\$ 11,000.00
From the Working Cash Fund, a total of	<u>\$ 10,000.00</u>
Total	\$2,712,282.00

Each such total shall be divided among the several objects and purposes, specified and enumerated and in the particular amounts stated for each fund respectively in Section 4, and said statement in Section 4 entitled Final Budget Report constituting the appropriation for the fiscal year January 1, 2023, to December 31, 2023 is hereby incorporated by reference as part of this Section 5 with the same effect as if said statement were repeated in its entirety; and that this Section 5 shall be and is the annual appropriation ordinance of this Berwyn Park District and shall be in full and effect from and after its passage and approval and publication as required by law.

Passed this 18th Day of April, 2023

Approved this 18th Day of April, 2023

\_\_\_\_\_  
 President of the Board of Commissioners  
 of the Berwyn Park District

ATTEST:

\_\_\_\_\_  
 Secretary of the Board of Commissioners  
 of the Berwyn Park District



STATE OF ILLINOIS                    )  
COUNTY OF COOK                    )  
BERWYN PARK DISTRICT            )        SS.

I, Mario Manfredini, Secretary of the Board of Commissioners of Berwyn Park District, in the County of Cook and the State of Illinois, do hereby certify that I am Secretary of the Board of Commissioners, and as such, keeper of the records, ordinances, files and seal of said Board.

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of a 2023 BUDGET AND APPROPRIATIONS ORDINANCE O-23-01 authorized, passed and approved by the Board of Commissioners of Berwyn Park District at a regular meeting of said Board held at the Proksa Park Activity Center, 3001 S. Wisconsin Avenue, Berwyn, Illinois, at 6:00 P.M. on this 18th day of April, 2023.

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Mario Manfredini, Secretary  
Board of Commissioners of  
the Berwyn Park District

CHIEF FISCAL OFFICER'S CERTIFICATE OF ESTIMATED  
REVENUE FOR BERWYN PARK DISTRICT,  
COOK COUNTY, ILLINOIS

I, Cynthia Hayes, do hereby certify as follows:

1. I am the chief fiscal officer of Berwyn Park District, Cook County Illinois.
2. I estimate the revenue, by source, of said district for the fiscal year beginning January 01, 2023, and ending December 31, 2023, to be as follows:

Source	<u>Amount</u>
Active Adults 50+ Program Fees	\$ 5,000.00
Active Military Support	\$
Adults Program Fees	\$ 5,000.00
Brochure Ad Fees	\$ 1,500.00
Cash on Hand as of January 1, 2023	\$ 1,958,605.00
Cell Tower Income	\$ 64,000.00
Concessions	\$
Cook County Voting Us	\$ 200.00
Day Camp	\$ 69,000.00
District 100 Assist Fees	\$
Dog Park Brick Program	\$ 100.00
Dog Park Permit	\$ 1,200.00
Donations/Sponsorships	\$ 800.00
Early Childhood Recreation Learning Program Fees	\$ 18,500.00
Facility Rentals	\$ 70,000.00
Fees, Fines, and Permit Revenues	\$ 100.00
Fundraiser	\$ 5,000.00
General Recreation	\$ 1,500.00
Grants	\$
Interest	\$ 1,400.00
Memorial Program	\$ 2,500.00
Miscellaneous	\$ 200.00
Picnic Permits	\$ 5,000.00

CHIEF FISCAL OFFICER'S CERTIFICATE OF ESTIMATED  
REVENUE FOR BERWYN PARK DISTRICT,  
COOK COUNTY, ILLINOIS

Real Estate Taxes	\$	2,047,549.00
Recycling	\$	200.00
Replacement Taxes	\$	27,200.00
Scholarship Fundraiser	\$	
Sports League	\$	53,500.00
Special Events	\$	36,501.00
Tax Anticipation Warrants	\$	
Transfer from other Funds	\$	18,000.00
Trips	\$	
Utility Tax Rebate	\$	1.00
Volunteers	\$	
Wedding Permits	\$	
Youth Programming	\$	<u>11,400.00</u>
TOTAL	\$	4,403,956

(SEAL)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 FINAL BUDGET
FUND: `Corporate		
BEGINNING BALANCE		403,077
Non Departmental		
REVENUES		
Non Parks		
10-00-00-40-400	Real Estate Taxes	735,434
10-00-00-40-405	Personal Prop Replacement Tax	26,000
10-00-00-43-455	Cook County Voting Use	100
10-00-00-45-470	Fines and Fees	1
10-00-00-45-471	Picnic Permits	5,000
10-00-00-46-480	Donations	100
10-00-00-48-491	Interest Income	400
10-00-00-49-492	Miscellaneous Income	100
10-00-00-49-493	Recycling/Salvage	200
10-00-00-49-647	Cell Tower Lease	29,000
TOTAL Non Parks		796,335
TOTAL REVENUES: Non Departmental		796,335
Administration		
EXPENSES		
Non Park		
10-01-00-50-500	Full Time Salaries	161,313
10-01-00-50-510	PDRMA Health Program	85,000
10-01-00-50-545	Car Allowance	250
10-01-00-51-551	Special Projects	1,000
10-01-00-51-570	Legal Fees	25,000
10-01-00-51-575	Accounting & Treasurer Fees	30,000
10-01-00-51-580	Consultants	1,000
10-01-00-51-585	Computer IT Consultant	15,000
10-01-00-52-610	Office Equipment Contracts	16,100
10-01-00-52-611	Printing	1,000
10-01-00-52-617	Photo Copier	1,000
10-01-00-52-620	Equipment Rental	1
10-01-00-52-641	Telephone & Internet	10,500
10-01-00-52-644	Cell Phones	3,600
10-01-00-52-649	Bank Fees	1,800
10-01-00-52-650	Photo Copier Lease	1,200
10-01-00-53-655	Equipment Repair	1
10-01-00-54-700	FT Professional Development	7,500
10-01-00-54-710	Comissioner Professional Dev.	3,358
10-01-00-54-720	Dues & Licensing Fees	6,000
10-01-00-55-750	New Equipment	1,500
10-01-00-55-755	Postage	600
10-01-00-55-760	Finance Charges	500
10-01-00-55-785	Uniforms	2,000
10-01-00-55-790	Office Supplies	3,200

10-01-00-55-795	General Supplies/First Aid	2,500
10-01-00-55-799	Miscellaneous	500
TOTAL Non Park		381,423
TOTAL Administration		381,423

Buildings & Grounds

EXPENSES

Non Park

10-02-00-50-500	Full Time Salaries	189,544
10-02-00-50-505	Part Time Salaries	30,500
10-02-00-50-545	Car Allowance	50
10-02-00-51-590	Appraisal	1
10-02-00-52-620	Equipment Rental	5,000
10-02-00-52-624	Contractual Maintenance	1
10-02-00-52-630	Scavenger Service	10,000
10-02-00-52-632	Cleaning Service	100
10-02-00-52-635	Tree Removal	30,000
10-02-00-52-637	Utilities- Natural Gas	10,000
10-02-00-52-638	Utilities-Electricity	16,000
10-02-00-52-639	Utilities-Water	3,000
10-02-00-52-640	Facility Alarms	6,000
10-02-00-53-650	Vehicle Maintenance	15,000
10-02-00-53-655	Equipment Repair	8,000
10-02-00-53-660	Grounds Maintenance	16,000
10-02-00-53-662	Playground Maintenance	3,000
10-02-00-53-665	Building Maintenance	10,000
10-02-00-53-666	HVAC	5,000
10-02-00-53-789	Building Supplies	2,000
10-02-00-54-715	Training & Certifications	5,000
10-02-00-55-750	New Equipment	11,000
10-02-00-55-757	Personal Protective Equipment	2,000
10-02-00-55-765	Fuels and Lubricants	10,000
10-02-00-55-770	Flags	1,000
10-02-00-55-773	Flowers	7,000
10-02-00-55-774	Fertilizers	1,000
10-02-00-55-775	Plants and Trees	10,000
10-02-00-55-777	Turf Management	1,000
10-02-00-55-780	Signs	1,000
10-02-00-55-785	Uniforms	3,000
10-02-00-55-790	Proksa Gardner Supplies	250
10-02-00-55-795	General Supplies/First Aid	500
10-02-00-55-798	Chemicals	200
10-02-00-55-800	TOOLS	5,000
TOTAL Non Park		417,146
TOTAL Buildings & Grounds		417,146

TOTAL FUND REVENUES & BEG. BALANCE	1,199,412
TOTAL FUND EXPENSES	798,569
FUND SURPLUS (DEFICIT)	400,843

FUND: Scholarship Fund

BEGINNING BALANCE	82,388
-------------------	--------

Non Departmental

REVENUES

Non Park

15-00-00-46-462	Active Military Support Donati	1
15-00-00-46-480	Donations	100
15-00-00-46-489	Scholarship Fundraiser	10,000
15-00-00-49-470	Utility Tax Rebate	1
TOTAL Non Park		10,102
TOTAL REVENUES: Non Departmental		10,102

EXPENSES

Non Park

15-00-00-52-462	Active Military Support Progm	500
15-00-00-52-466	Leisureships	2,500
15-00-00-54-716	Community Support	1,000
15-00-00-55-776	Fundraiser Expenses	5,000
15-00-00-55-799	Miscellaneous	100
15-00-00-57-468	Access to Recreation	8,000
TOTAL Non Park		17,100
TOTAL Non Departmental		17,100
TOTAL FUND REVENUES & BEG. BALANCE		92,490
TOTAL FUND EXPENSES		17,100
FUND SURPLUS (DEFICIT)		75,390

FUND: Recreation

BEGINNING BALANCE	351,518
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Non Departmental

REVENUES

Non Park

20-00-00-40-400	Real Estate Taxes	506,992
20-00-00-41-474	Brochure Ad Fees	1,500
20-00-00-43-455	Cook County Voting Use	100
20-00-00-45-470	Dog Park Permits	1,200
20-00-00-46-480	Donations	100
20-00-00-47-490	Transfer from Other Funds	8,000
20-00-00-48-491	Interest Income	100
20-00-00-49-492	Miscellaneous Income	100
20-00-00-49-647	Cell Tower Lease	15,000

TOTAL Non Park	533,092
TOTAL REVENUES: Non Departmental	533,092

General Recreation

REVENUES

Non Park

20-03-00-41-410	Program Fees	1,500
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TOTAL Non Park	1,500
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TOTAL REVENUES: General Recreation	1,500
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Early Childhood

REVENUES

Non Park

20-04-00-41-410	ECRLP Program Fees	500
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20-04-00-41-412	Tuition	12,000
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20-04-00-41-413	ECRLP Mini Programs	6,000
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TOTAL Non Park	18,500
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TOTAL REVENUES: Early Childhood	18,500
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Day Camp

REVENUES

Non Park

20-05-00-41-412	Day Camp Tuition Fees	69,000
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TOTAL Non Park	69,000
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TOTAL REVENUES: Day Camp	69,000
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Concessions

REVENUES

Non Park

20-07-00-42-441	IceCream	1
-----------------	----------	---

20-07-00-42-442	Soda/Juice Machine	1
-----------------	--------------------	---

20-07-00-42-447	Concession Other	1
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TOTAL Non Park	3
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TOTAL REVENUES: Concessions	3
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Sports Leagues

REVENUES

Non Park

20-09-00-41-410	Adult Sports Fees	3,000
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20-09-00-41-421	Youth Sports Fees	50,000
20-09-00-46-489	Sponsor-Soccer	500
TOTAL Non Park		53,500
TOTAL REVENUES: Sports Leagues		53,500

Special Events

REVENUES

Non Park

20-10-00-41-419	Spring Events	1
20-10-00-46-476	Brew Fest	20,000
20-10-00-46-477	Community Events	500
20-10-00-46-481	Safely Spooky	3,000
20-10-00-46-482	Summer Events	2,000
20-10-00-46-483	Concert Donation	5,000
20-10-00-46-485	Back To School	2,000
20-10-00-46-486	Easter Egg Hunt	1,000
20-10-00-46-487	Fall Events	3,000
TOTAL Non Park		36,501
TOTAL REVENUES: Special Events		36,501

Active Adults 50+

REVENUES

20-12-00-41-421	Senior Activity Fees	3,000
20-12-00-41-609	Senior Social Events	2,000
TOTAL Non Park		5,000
TOTAL REVENUES: Active Adults 50+		5,000

Facility Rentals

REVENUES

Non Park

20-13-00-43-450	Proksa Activity Center Rentals	25,000
20-13-00-43-451	Liberty Center Rentals	25,000
20-13-00-43-455	Athletic Use Permits	20,000
TOTAL Non Park		70,000
TOTAL REVENUES: Facility Rentals		70,000

Adult Programs

REVENUES

Non Park



20-15-00-41-410	Program Fees	5,000
TOTAL Non Park		5,000
TOTAL REVENUES: Adult Programs		5,000

Youth Programming

REVENUES

Non Park

20-16-00-41-410	Program Fees	10,000
20-16-00-41-415	Program Fees-Teens	1,400
TOTAL Non Park		11,400
TOTAL REVENUES: Youth Programming		11,400

Administration

EXPENSES

Non Park

20-01-00-50-500	Full Time Salaries	141,823
20-01-00-50-505	Part Time Salaries	37,440
20-01-00-50-510	PDRMA Health Program	85,000
20-01-00-50-545	Car Allowance	500
20-01-00-51-551	Special Projects	3,000
20-01-00-51-585	Computer IT Consultant	15,000
20-01-00-52-610	Office Equipment Contracts	1,750
20-01-00-52-617	Photo Copier	2,000
20-01-00-52-620	Equipment Rental	1
20-01-00-52-623	Website Design/Update	3,000
20-01-00-52-641	Telephone & Internet Communica	10,000
20-01-00-52-644	Cell Phones	420
20-01-00-52-649	Credit Card % Fees	10,000
20-01-00-52-650	Photo Copier Lease	2,000
20-01-00-53-655	Equipment Repair	100
20-01-00-54-700	FT Professional Development	4,000
20-01-00-54-705	PT Professional Development	500
20-01-00-54-710	Commissioner Professional Dev	2,000
20-01-00-54-720	Dues & Licensing Fees	15,208
20-01-00-55-750	Office Equipment	2,000
20-01-00-55-755	Postage	500
20-01-00-55-761	Marketing & Promotions	9,000
20-01-00-55-785	Uniforms	2,000
20-01-00-55-790	Office Supplies	2,000
20-01-00-55-795	General Supplies	1,000
20-01-00-55-799	Miscellaneous	500
TOTAL Non Park		350,742
TOTAL Administration		350,742

**Building & Grounds****EXPENSES****Non Park**

20-02-00-50-500	Full Time Salaries	79,040
20-02-00-50-505	Part Time Salaries	13,800
20-02-00-50-545	Car Allowance	200
20-02-00-52-615	Equipment Maintenance	2,000
20-02-00-52-630	Scavenger Service	10,000
20-02-00-52-637	Utilities-Natural Gas	15,000
20-02-00-52-638	Utilities-Electricity	22,000
20-02-00-52-639	Utilities-water	15,000
20-02-00-52-644	Cell Phones	480
20-02-00-53-650	Vehicle Maintenance	5,000
20-02-00-53-660	Grounds Maintenance	10,000
20-02-00-53-661	Athletic Field Maintenance	5,000
20-02-00-53-662	Playground Maintenance	5,000
20-02-00-53-663	Karban Park Supplies	200
20-02-00-53-665	Building Maintenance	15,000
20-02-00-53-666	HVAC	5,000
20-02-00-55-750	New Equipment	1,000
20-02-00-55-753	Building Supplies	4,000
20-02-00-55-762	Consumable Supplies	6,000
20-02-00-55-765	Fuels and Lubricants	1,200
20-02-00-55-780	Signs	4,000
20-02-00-55-785	Uniforms	400
TOTAL Non Park		219,320
TOTAL Building & Grounds		219,320

**General Recreation****EXPENSES****Non Park**

20-03-00-50-500	Full Time Salaries	123,011
20-03-00-50-505	Part Time Salaries	30,576
20-03-00-52-612	Brochure Printing & Distribut	18,800
20-03-00-52-615	Equipment Maintenance	250
20-03-00-52-643	Other Contractual	3,500
20-03-00-52-644	Cell Phones	480
20-03-00-55-753	NEW EQUIPMENT	2,000
20-03-00-55-795	General Supplies	1,200
20-03-00-55-796	Awards	1,000
20-03-00-55-799	Miscellaneous	500
TOTAL Non Park		181,317

TOTAL General Recreation 181,317

Early Childhood  
EXPENSES

Non Park

20-04-00-50-505	Part Time Salaries	33,280
20-04-00-52-607	ECRLP Special Events	350
20-04-00-52-608	Trips	500
20-04-00-52-625	Transportation	500
20-04-00-52-644	Cell Phones	240
20-04-00-54-705	P.T. Prof.Dev.	1,000
20-04-00-55-750	New Equipment	800
20-04-00-55-762	Consumable Supplies	400
20-04-00-55-776	Fundraiser Supplies	1
20-04-00-55-785	Uniforms	150
20-04-00-55-791	Mini Program Supplies	400
20-04-00-55-792	Preschool Supplies	2,000
20-04-00-55-797	Nutrition	1
20-04-00-55-799	Miscellaneous	1
TOTAL Non Park		39,623
TOTAL Early Childhood		39,623

Day Camp  
EXPENSES

Non Park

20-05-00-50-505	Part Time Salaries	44,000
20-05-00-52-608	Trips	5,000
20-05-00-52-625	Transportation	4,000
20-05-00-52-643	Other Contractural	1
20-05-00-52-644	Cell Phones	200
20-05-00-54-715	Training & Certification	500
20-05-00-55-762	Consumable Supplies	200
20-05-00-55-785	Uniforms	500
20-05-00-55-795	General Supplies	2,000
20-05-00-55-797	Nutrition	500
20-05-00-55-799	Miscellaneous	1
TOTAL Non Park		56,902
TOTAL Day Camp		56,902

Sports Leagues  
EXPENSES

Non Park		
20-09-00-50-505	Part Time Salaries	12,000
20-09-00-50-601	League Coordinator	10,005
20-09-00-53-655	Equipment Repair	3,000
20-09-00-53-750	New Equipment	7,000
20-09-00-55-785	Uniforms	20,000
20-09-00-55-795	General Supplies	3,000
TOTAL Non Park		55,005
TOTAL Sports Leagues		55,005

Special Events

EXPENSES

Non Park

20-10-00-50-481	All Hallows Eve	3,000
20-10-00-50-485	Back To School	1,000
20-10-00-50-486	Winter Events	1,500
20-10-00-50-487	Fall Events	4,600
20-10-00-50-489	Community Events	4,200
20-10-00-50-505	Part Time Salaries	6,000
20-10-00-52-477	Summer Events	2,500
20-10-00-52-603	Brewfest	20,000
20-10-00-52-606	Spring Events	1,000
20-10-00-52-614	Concerts	12,000
20-10-00-55-795	Supplies	2,000
TOTAL Non Park		57,800
TOTAL Special Events		57,800

Volunteers

EXPENSES

Non Park

20-11-00-50-756	Pay It Forward- Volunteers	2,200
TOTAL Non Park		2,200
TOTAL Volunteers		2,200

Active Adults 50+

EXPENSES

20-12-00-52-609	Senior Social Events	3,800
20-12-00-52-625	Transportation	275
20-12-00-52-643	Other Contractual	2,500
TOTAL Non Park		6,575
TOTAL Active Adults 50+		6,575

Facility Rentals

EXPENSES

Non Park

20-13-00-50-505	Part Time Salaries	25,584
20-13-00-55-456	Bar Supplies	2,000
20-13-00-55-457	Licensing	2,300
20-13-00-55-753	New Equipment	1,000
20-13-00-55-795	General Supplies	500
TOTAL Non Park		31,384
TOTAL Facility Rentals		31,384

Adult Programs

EXPENSES

Non Park

20-15-00-52-605	Instructor/Contractor	3,000
20-15-00-55-750	Equipment	400
TOTAL Non Park		3,400
TOTAL Adult Programs		3,400

Youth Programming

EXPENSES

Non Park

20-16-00-50-505	Part Time Salaries	2,320
20-16-00-52-605	Instructor	1,000
20-16-00-52-618	Teen Program Supplies	2,000
20-16-00-52-643	Other Contractual	1,000
20-16-00-55-795	General Supplies	1,000
20-16-00-55-799	Miscellaneous	175
TOTAL Non Park		7,495
TOTAL Youth Programming		7,495

TOTAL FUND REVENUES & BEG. BALANCE	1,155,014
TOTAL FUND EXPENSES	1,011,763
FUND SURPLUS (DEFICIT)	143,251

FUND: Social Security	
BEGINNING BALANCE	77,286
Non Departmental	

REVENUES		
Non Park		
21-00-00-40-400	Real Estate Taxes	94,435
21-00-00-48-491	Interest Income	100
TOTAL Non Park		94,535
TOTAL REVENUES: Non Departmental		94,535
EXPENSES		
Non Park		
21-00-00-50-530	Social Security	60,000
21-00-00-50-535	Medicare	15,000
TOTAL Non Park		75,000
TOTAL Non Departmental		75,000
TOTAL FUND REVENUES & BEG. BALANCE		171,821
TOTAL FUND EXPENSES		75,000
FUND SURPLUS (DEFICIT)		96,821

FUND: IMRF		
BEGINNING BALANCE		137,067
Non Departmental		
REVENUES		
Non Park		
22-00-00-40-400	Real Estate Taxes	101,661
22-00-00-40-405	Personal Prop Replacement Tax	1,200
22-00-00-48-491	Interest Income	100
TOTAL Non Park		102,961
TOTAL REVENUES: Non Departmental		102,961
EXPENSES		
Non Park		
22-00-00-50-525	IMRF	90,000
TOTAL Non Park		90,000
TOTAL Non Departmental		90,000
TOTAL FUND REVENUES & BEG. BALANCE		240,028
TOTAL FUND EXPENSES		90,000
FUND SURPLUS (DEFICIT)		150,028

FUND: Liability		
BEGINNING BALANCE		60,053
Non Departmental		
REVENUES		
Non Park		
23-00-00-40-400	Real Estate Taxes	56,765
23-00-00-48-491	Interest Income	100
23-00-00-49-492	Miscellaneous Income	1,500
TOTAL Non Park		58,365
TOTAL REVENUES: Non Departmental		58,365

EXPENSES

Non Park

23-00-00-50-500	Full Time Salaries	8,000
23-00-00-50-540	Unemployment-Reimbursement	5,000
23-00-00-50-546	Safety Incentive	2,000
23-00-00-51-551	Special Projects	2,000
23-00-00-52-627	Insurance Premiums	35,000
23-00-00-52-629	Risk Management	5,000
TOTAL Non Park		57,000
TOTAL Non Departmental		57,000
TOTAL FUND REVENUES & BEG. BALANCE		118,418
TOTAL FUND EXPENSES		57,000
FUND SURPLUS (DEFICIT)		61,418

FUND: Audit

BEGINNING BALANCE -14,526

Non Departmental

REVENUES

Non Park

24-00-00-40-400	Real Estate Taxes	25,021
24-00-00-47-490	Transfers From Other Funds	10,000
24-00-00-48-491	Interest Income	20

TOTAL Non Park 35,041

TOTAL REVENUES: Non Departmental 35,041

EXPENSES

Non Park

24-00-00-51-550	Audit Fees	16,000
24-00-00-51-560	Accounting Service Fees	18,500
24-00-00-55-799	Miscellaneous	2,500

TOTAL Non Park 37,000

TOTAL Non Departmental 37,000

TOTAL FUND REVENUES & BEG. BALANCE 20,515

TOTAL FUND EXPENSES 37,000

FUND SURPLUS (DEFICIT) (16,485)

FUND: Police

BEGINNING BALANCE 67,368

Non Departmental

REVENUES

Non Park

25-00-00-40-400	Real Estate Taxes	17,546
25-00-00-48-491	Interest Income	100

TOTAL Non Park 17,646

TOTAL REVENUES: Non Departmental 17,646

EXPENSES

Non Park		
25-00-00-50-505	City Contractual Patrols	18,000
25-00-00-52-615	Equipment Maintenance	2,000
25-00-00-55-750	New Equipment	7,000
TOTAL Non Park		27,000
TOTAL Non Departmental		27,000
TOTAL FUND REVENUES & BEG. BALANCE		85,014
TOTAL FUND EXPENSES		27,000
FUND SURPLUS (DEFICIT)		58,014

FUND: Special Recreation		
BEGINNING BALANCE		152,131
Non Departmental		
REVENUES		
Non Park		
26-00-00-40-400	Real Estate Taxes	186,000
26-00-00-48-491	Interest Income	100
TOTAL Non Park		186,100
TOTAL REVENUES: Non Departmental		186,100
EXPENSES		
Non Park		
26-00-00-50-505	Part Time Salaries	10,000
26-00-00-52-645	Special Recreation Share-WSSRA	135,000
26-00-00-55-799	Miscellaneous	10,000
TOTAL Non Park		155,000
TOTAL Non Departmental		155,000
TOTAL FUND REVENUES & BEG. BALANCE		338,231
TOTAL FUND EXPENSES		155,000
FUND SURPLUS (DEFICIT)		183,231

FUND: Debt Service		
BEGINNING BALANCE		3,015
Non Departmental		
REVENUES		
Non Park		
31-00-00-40-400	Real Estate Taxes	301,848
31-00-00-48-491	Interest Income	100
TOTAL Non Park		301,948
TOTAL REVENUES: Non Departmental		301,948
EXPENSES		
Non Park		
31-00-00-58-903	Principal	200,000
31-00-00-58-905	Interest	71,050
31-00-00-58-915	Paying Agent Fees	1,000
TOTAL Non Park		272,050



TOTAL Non Departmental	272,050
TOTAL FUND REVENUES & BEG. BALANCE	304,963
TOTAL FUND EXPENSES	272,050
FUND SURPLUS (DEFICIT)	32,913

FUND: Capital Projects 2019

BEGINNING BALANCE	273,516
Non Departmental	
REVENUES	
Non Park	
41-00-00-48-491 Interest Income	1
41-00-00-49-492 Miscellaneous Income	1
TOTAL Non Park	2
TOTAL REVENUES: Non Departmental	2
EXPENSES	
Non Park	
41-00-00-51-592 Other Professional Services	100,000
41-00-00-55-750 New Equipment	24,000
41-00-00-56-830 Park Renovations	10,000
TOTAL Non Park	134,000
TOTAL Non Departmental	134,000
TOTAL FUND REVENUES & BEG. BALANCE	273,518
TOTAL FUND EXPENSES	134,000
FUND SURPLUS (DEFICIT)	139,518

FUND: Capital Development Fund

BEGINNING BALANCE	71,393
Non Departmental	
REVENUES	
Non Park	
42-00-00-45-470 Fines, Fees and Permits	100
42-00-00-46-475 Dog Park Brick Program	200
42-00-00-46-480 Donations	500
42-00-00-46-484 Tree Memorial	2,000
42-00-00-46-485 Bench Memorials	500
42-00-00-46-489 Fundraiser	5,000
42-00-00-48-491 Interest Income	200
42-00-00-49-647 Cell Tower Lease	20,000
TOTAL Non Park	28,500
TOTAL REVENUES: Non Departmental	28,500
EXPENSES	
Non Park	
42-00-00-51-592 Other Professional Services	5,000
42-00-00-53-660 Grounds Maintenance	1,000
42-00-00-55-750 New Equipment	500

42-00-00-55-763	Dog Park Brick Program	100
42-00-00-55-764	Playground Renovations	5,000
42-00-00-56-810	Tree Memorial Program	1,200
42-00-00-56-815	Building Renovation	4,000
TOTAL Non Park		16,800
TOTAL Non Departmental		16,800
TOTAL FUND REVENUES & BEG. BALANCE		99,893
TOTAL FUND EXPENSES		16,800
FUND SURPLUS (DEFICIT)		83,093

FUND: Liberty Capital Development

BEGINNING BALANCE		11,151
Non Departmental		
REVENUES		
Non Park		
43-00-00-48-491	Interest Income	100
TOTAL Non Park		100
TOTAL REVENUES: Non Departmental		100
EXPENSES		
Non Park		
43-00-00-51-592	Other Professional Services	5,000
43-00-00-55-750	New Equipment	5,000
43-00-00-56-845	27th Place Renovations	1,000
TOTAL Non Park		11,000
TOTAL Non Departmental		11,000
TOTAL FUND REVENUES & BEG. BALANCE		11,251
TOTAL FUND EXPENSES		11,000
FUND SURPLUS (DEFICIT)		251

FUND: Working Cash

BEGINNING BALANCE		283,168
Non Departmental		
REVENUES		
Non Park		
60-00-00-48-491	Interest Income	100
TOTAL Non Park		100
TOTAL REVENUES: Non Departmental		100
EXPENSES		
Non Park		
60-00-00-57-850	Transfer to Other Funds	10,000
TOTAL Non Park		10,000
TOTAL Non Departmental		10,000

TOTAL REVENUES		100
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TOTAL EXPENSES		10,000
SURPLUS (DEFICIT)	(9,900)	
TOTAL FUND REVENUES & BEG. BALANCE		283,268
TOTAL FUND EXPENSES		10,000
FUND SURPLUS (DEFICIT)		273,268
TOTAL ALL FUNDS REV & BEG. BALANCE		4,393,836
TOTAL ALL FUNDS EXPENSES		2,712,282
ALL FUNDS SURPLUS (DEFICIT)		1,681,554